



*Embassy of the United States of America
General Services Office
Yaounde, Cameroon*

SCOPE OF WORK

Product/service required: Prune trees.

Detailed Description:

The US Embassy is seeking the services of a qualified and experienced contractor to prune trees in an embassy compound residence. The residence is located at the Bastos neighborhood. The contractor will provide both labor and materials to complete the task.

1 Prune Tress.

- A. The following species of trees will be pruned 17 palms, royal palms, 2 mango trees, and 2 other trees.
- B. The contractor must use a cherry picker lift, aerial work platform and other adequate safety equipment to reach the treetops.
- C. The contractor must provide an activity hazards analysis related to the activity before carrying out the work.
- D. Contractor shall provide all equipment, materials, insurance, and services to perform this contract. All debris must be cleared at the end of the contract. All equipment shall be subject to inspection and acceptance by the Facility Manager.

Pictures of tools required or equal.

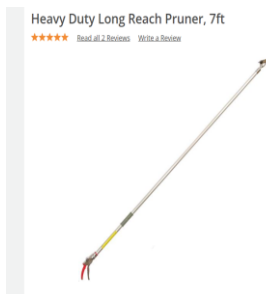
Contractor shall use the landscaping tools as shown on the pictures below or equal.



DocaPole 7-30 Foot Pole Pruning Saw // DocaPole Extension Pole + GoSaw Attachment // Use on Pole or By Hand // Long Extension Pole Saw // Telescopic Tree Pruner Pole // Extendable Limb Saw and Trimmer or Equal



<https://www.youtube.com/watch?v=-OaY68V8xaY> or equal



https://www.amleo.com/heavy-duty-long-reach-pruner-7ft/p/180LR21/?kc=amlshop20n.&mkwid=ldc&pcrid=416316781657&pkw=&pmt=&plc=&prd=180LR21,180LR21&utm_source=google&utm_term=&utm_campaign=&utm_medium=cpc&slid=&pgrid=96761566474&ptaid=pla-325991452724&gclid=EAIaIQobChMI5tqvvybLA7QIVyItaBR3mywnpEAKYAYABEgIg4fD_BwE



A pre-quotation conference shall be held on December 22, 2020 at 09:00am, opposite the Moroccan Embassy Bastos. All prospective quoters should e-mail Yaounde_procurement@state.gov with the names of a maximum two representatives before 12 noon December 21st, 2020.

The successful contractor shall provide a work plan for the entire project, to easily evaluate work progress on a timely basis, complete all work, including furnishing all labor, material, equipment, local insurance and services required under this purchase order for a firm fixed price.

1. **Location of Performance:** Work performed under the contract will be performed in Cameroon.
2. **Period of Performance:** The period of performance will be as agreed during the award of a government purchase order.
3. **Price Quote Due Date:** All quotes must be submitted via email to: yaounde_procurement@state.gov On or before 4:00pm, December 30th, 2020.
4. **Contract vehicle:** Open Market.
5. **Set-aside restrictions?** There are no set-aside restrictions for this procurement.
6. **Meet or Exceed?** Offers must meet or exceed requested specifications as described herein.
7. **Award Type:** Government Purchase Order.

Evaluation Factors:

- Award will be made to the lowest priced, acceptable, responsible offeror. Proposals shall include proof of prior experience.
- The Government reserves the right to reject proposals that are unreasonably low or high in price.
- Quoter acceptability will be determined by assessing the quoter's compliance with the terms of the RFQ.
- The Government will determine quoter responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:
 - Adequate financial resources or the ability to obtain them.
 - Ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments.
 - Satisfactory record of integrity and business ethics.
 - Necessary organization, experience, and skills or the ability to obtain them.
 - Necessary equipment and facilities or the ability to obtain them; and
 - Be otherwise qualified and eligible to receive an award under applicable laws and regulations

8. **Offer validity:** 90 days

Applicable FAR clauses: The selected Offeror must comply with all applicable FAR clauses. Please see final contracting instrument for a complete list, the full text of which may be accessed electronically at <https://acquisition.gov/far/fac.html>

SAM Registration: Vendors are encouraged to register in SAM (System for Award Management www.sam.gov) to be eligible for awards with the US Government

Contracting Authority: This request for quotation does not constitute a contract with the U.S Government. Per FAR 1.602, the sole representative of the Government authorized to enter into an agreement is a warranted Contracting Officer. The selected Offeror must ensure that a valid obligating document (e.g. Government Purchase Order) signed by a Contracting Officer is in place before commencement of work. Any and all modifications after the commencement of work must likewise be authorized by a Contracting Officer.